



DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY FORT DIX
5417 ALABAMA AVENUE
FORT DIX, NEW JERSEY 08640-5500

REPLY TO
ATTENTION OF

IMNE-DIX-PLO (500-5a)

25 September 2006

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: RC Unit Mobilization Station Coordination Conference

1. References:

a. FORSCOM Reg 500-3-1, Forces Command Mobilization and Deployment Planning System.

b. FORSCOM Reg 500-3-3, RC Unit Commander's Handbook.

c. FORSCOM Reg 500-3-4, Installation Commander's Handbook.

d. Fort Dix Mobilization Plan.

2. Per references c and d, Fort Dix, as a Power Projection Platform (PPP) is required to conduct mobilization station coordination conferences in accordance with the following schedule:

RC Commander's/Unit Conference - Saturday:	14 Oct 06
	9 Dec 06
	3 Mar 07
	2 Jun 07

3. US Army Fort Dix, Plans and Operations, Director Plans, Training, Mobilization and Security, conducts a one day RC Unit Commander's Mobilization Station Coordination Conference and a one day triennial Unit Mobilization Station Coordination Conference.

4. Per references above:

a. RC units are required to attend a Mobilization Station Coordination Conference at their assigned mobilization station triennially.

b. RC unit commanders are required to attend a conference within six months of assuming command. RC Commanders must attend in order to receive credit.

c. RC units are required to attend a mobilization conference within three months upon change of assigned mobilization station.

SUBJECT: RC Unit Mobilization Station Coordination Conference

5. The conference will be conducted from 0800-1600 on the dates indicated. Conference location is the Command Conference Room, Bldg 5435, 6th St. and Alabama Ave, Fort Dix, New Jersey. Duty uniform for the conference is ACU/BDU/inclement weather gear.
6. RC units are requested to schedule attendance at the conference through their assigned RRC or JFHQ-ST. RRCs and JFHQ-STs are requested to submit a request for RC units to attend subject conference to the, Director Plans, Training, Mobilization and Security, Plans and Operations Division, Fort Dix, New Jersey 08640 thirty (30) days prior to desired conference date. Units will schedule their billeting requirements with Fort Dix Billeting Office (609-562-6367/4849) or Doughboy Inn (609) 562-6663.
7. Fort Dix normally conducts RC Mobilization Station Conferences for 5 or more units. When there are less than five units Fort Dix will either re-schedule units for the next scheduled quarterly conference or coordinate a date and time to conduct a one-on-one conference with a unit
8. The point of contact for this action at Fort Dix is Mr. Laraway at commercial 609-562-2792/3011, DSN 562-2792/3011 or e-mail john.laraway@dix.army.mil.

FOR THE COMMANDER:

/s/

DENNIS A. BUSH

Director

Directorate of Plans, Training,
Mobilization and Security

DISTRIBUTION:

Cdr, Ft Dix
Garrison Manager
POD
POD, Security
TMD
1/309th TSBN
DOL
HR-M
DRM

Cdr, 1079th GSU, ATTN: Opns NCO

Cdr, First US Army, ATTN: AFKA-OPM, Fort Gillem, Forest Park, GA 30050-7000

DISTRIBUTION (Continued)

Cdr, 77th RSC, Ft Totten, Flushing, NY 11359-1016
Cdr, 88th RSC, 506 Roeder Circle, Ft Snelling, MN 55111-4009
Cdr, 94th RSC, 695 Sherman Ave, Ft Devens, MA 01433-4000
Cdr, 99th RSC, 5 Lobaugh St., Oakdale, PA 15071-5001
The JFHQ-Adjutant General, Connecticut, 360 Broad St., Hartford, CT 06105-3795
The JFHQ-Adjutant General, Delaware, First Regiment Rd, Wilmington, DE 19808-2191
The Adjutant General, District of Washington, D.C., 2001 East Capitol St, Washington, D.C. 20003-1719
The JFHQ-Adjutant General, Indiana, 2002 S. Holt Rd, Indianapolis, IN 46241-4839
The JFHQ-Adjutant General, Massachusetts, 25 Haverhill St., Reading, MA 01867-1999
The JFHQ-Adjutant General, Maryland, 5th Regiment Army, Baltimore, MD 21201-2288
The JFHQ-Adjutant General, Michigan, 2500 S. Washington Ave., Lansing, MI 48913-5101
The JFHQ-Adjutant General, New Jersey, Eggert Crossing Road, CN 340, Trenton, NJ 08625-0340
The JFHQ-Adjutant General, New York, 330 Old Niskaguna Road, Latham, NY 12110-22243
The JFHQ-Adjutant General, Ohio, 2825 W. Dublin Granville Road, Columbus, OH 43235-2789
The JFHQ-Adjutant General, Pennsylvania, Dept of Military Affairs, Annville, PA 17003-5002
The JFHQ-Adjutant General, Rhode Island, 645 New London Ave., Cranston, RI 02920
The JFHQ-Adjutant General, Tennessee, P.O. Box 41502, Nashville, TN 37204-1501
The JFHQ-Adjutant General, West Virginia, 1703 Coonskin Drive, Charleston, WV 25311-1085
The JFHQ-Adjutant General, Virginia, 600 East Broad Street, Richmond, VA 23219-2317